

NH INTERGROUP MINUTES – December 6, 2015

ATTENDEES: (alphabetical order by first name – Board members are listed with their first and last names)

Bill G. – Multimedia chair
Cheryl L. – Retreat Chair, Concord Monday pm rep
Claire Metzger – R6 rep, Bow Thursday pm rep
Deb Granfield – Parliamentarian
Doreen D. – Promises, Manchester Monday pm temp rep
Dorothy Martin – R6 rep, WSBC Delegate, Event Flyers chair, Hillsboro Monday pm rep.
Eileen RT – PI/PO Chair, Thursday am Derry rep.

Elaine Tostevin – NHI Chair, R6 rep.
Madeleine G. – Nashua Monday noon alt rep.
Pat G. – Bedford Wednesday pm rep. Manchester Tuesday pm rep.
Pat S. – Workshops chair, Back to Basics Chair, Hopkinton Tuesday pm rep.
Peter Lewis – Secretary, Nashua Thursday pm rep
Sue W. – Lebanon Tues pm rep.

Opening:

Elaine called the meeting to order at 2:00PM, inviting attendees to join her reciting the Serenity Prayer. All present identified themselves and their NHI roles. Doreen read the 12 Steps, Pat G. read the 12 Traditions, and Pat S. read Concept 3. Among attendees, 11 eligible voters were counted and the attendance sheet was circulated. Elaine read the disciplines for the meeting.

November Minutes:

Copies of the November minutes were available at the literature table. Cheryl **moved** to accept the November minutes as submitted, Pat G. **seconded** the motion, and the motion **passed** by a majority show of hands.

Treasurer's Report:

Copies of the November Treasurer's report were distributed from the literature table as needed. In Nancy's absence, Elaine presented the report. She drew attention to a fourth column in the Delegate Fund Section on page 2, titled "Carryover plus YTD", which had been added as an aid to the budget process, but which she and Nancy (in discussion prior to the meeting) deemed to be superfluous to the report. Elaine suggested that the superfluous column should be removed. Eileen **moved** to accept the November Treasurer's report, contingent on removal of column 4 of the Delegate Fund section. Dorothy **seconded** the motion and the motion **passed** by a majority show of hands.

7th Tradition:

7th tradition contributions were collected.

Approval of NHI 2016 budget:

In Nancy's absence, Elaine presented the budget and led the discussions. She noted that there were actually three budgets to approve: 1) the NHI operating budget, 2) the Delegate Fund with Ways & Means budget, and 3) the Retreat Fund budget.

Retreat Budget: Elaine introduced the Retreat budget first, saying it was the most straightforward. There was just one question, from Sue, which Elaine answered to Sue's satisfaction. Pat S. **moved** to approve the retreat budget as presented. Eileen **seconded** the motion. The motion **passed** by a show of hands, with 0 opposed and 1 abstention.

NHI Operating Budget: In presenting the NHI budget, Elaine showed that projected revenue balanced projected expenses, by design. She said past year revenues, expenses and trends, combined with known future requirements are used to prepare the budget. **Interlude:** At this point, Bill mentioned that the P.A. System had a bad microphone and estimated the cost to repair or replace it to be no more than \$200, and probably much less. He also remembered the cost of the entire system to be around \$400. He proposed that \$200 be transferred to the Media account now, which would affect the balance carried forward to the General Fund to start the new budget year. After some discussion, in which others expressed concern that \$200 might be better spent toward upgrading the entire system, Pat **moved** to allocate \$200 to the media account for Bill's immediate use to research and then execute the repair or replacement the defective microphone. Claire **seconded** the motion. Doreen and Dorothy expressed reservations about allocating \$200 without better estimates for the actual costs, both for repair or replacement of the microphone and for replacing the entire system. Peter spoke in favor of the motion, which he viewed as authorizing Bill to fix the system in the most expedient way, so long as the cost would be no more than \$200. The motion **passed** by a majority show of hands, with 1 opposed and no abstentions. **Returning attention to the 2016 budget:** Elaine noted that the \$800 allocation for a training seminar for Intergroup officers, which had appeared in earlier budget worksheets, had been removed because the seminar seemed unlikely to take place, due to an apparent lack of interest from other intergroups. She said the \$800 was returned to the General Fund, to be dealt with by the General Fund Surplus Usage Committee (see below). There being no further discussion, Eileen **moved** to accept the 2016 NHI Operating Budget as presented. Sue **seconded** the motion and the **motion passed** by a majority of hands, with none opposed and 1 abstention.

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Delegate Fund with Ways & Means Budget: Elaine showed that projected total income (~\$2800) for the Delegate Fund, came mostly from NHI General Fund (36% of projected general revenue ~\$2450), projected receipts from Ways & Means projects (\$200) and, 50% of projected sharon profits (\$100 x 50% = \$50), and projected directed donations from OA members and groups (\$0). She showed that projected total expenses (~\$2900) included the cost of sending 4 R6 Reps to Assembly (\$1000) and 2 delegates to WSBC (\$1800) plus \$100 to partially defray expenses for the Ways & Means chair to attend the WSO convention to sell merchandise. Elaine noted that projected expenses exceeded projected revenue by about \$100. She said this projected deficit of \$100 is not really problematic, due to the ~2.8k carry-over from previous years, but noted that Ways & Means receipts have recently averaged ~\$500, so she suggested that the projected Ways & Means receipts be increased to \$300, which would balance the budget. Pat G. *moved* to increase the Ways & Means revenue budget to \$300. Madeleine *seconded* the motion. The *motion passed* by a majority show of hands with 0 opposed and 0 abstentions. Sue then *moved* to approve the Delegate and Ways & Means budget as amended by the previous motion. Dorothy *seconded* this motion, and the *motion passed* by a majority show of hands with none opposed and 1 abstention.

General Fund Surplus:

Elaine explained that budget-allocated, but unspent, funds remaining in the various NHI operating accounts at the end of one year transfer to the General Fund initial balance for the following year, and that over time, this balance has grown large enough to justify a review to determine how best to use the surplus to advance NHI's mission. In a written appendix to the meeting agenda, Elaine presented a "charter" for such a committee, which she presented. Along with the charter she included a list of people who had volunteered to serve on this committee, and invited other volunteers to join. Here is the charter she proposed and the initial list of members:

Proposed Charter for Special Committee

Proposed Committee Name: General Fund Surplus Usage Committee

This is a special committee formed to do the following:

- Determine how much of the cash in the General Fund is actually surplus
- Generate suggestions for ways the funds could be used
- Review and evaluate viability of proposed ideas for ways to use the money to Carry the Message
- Make initial recommendations to NHI at February meeting.

Committee Members:

Dorothy M., Effie S., Elaine T., Nancy S., Peter L., Naisa C. (?)

Elaine repeated her invitation for additional volunteers to contact her and invited more ideas for using the surplus, including implementation methods and required resources, via email. She said she would send an email with updated charter, list of committee members, and a list of proposed spending ideas prior to the January 3 business meeting. Elaine said she hoped that the committee could have some specific recommendations to present at the February meeting. Doreen volunteered for service on the committee and Elaine acknowledged.

Disposition of "Future Rent" account:

Elaine called attention to the first line of the Treasurer's Report section on page 2, titled "Cash, Balance Detail of All Funds." She observed that this line, labeled "Cash, NHI 7th Tradition (future rent)," had been holding \$500 for years and that neither she nor Nancy could see the need for this account. She noted that NHI 7th tradition donations no longer accrue to the account and that the Prudent Reserve account should be adequate to cover rent in an emergency. Elaine said that Nancy had suggested that the \$500 in this fund could be donated to World Service for their use in carrying the OA message. Pat S. suggested that, since Region Six would be lacking income from a convention in 2016, due to the siting of the 2016 WSO convention in Boston, Region Six might be a more appropriate target for any extra donations next year. Elaine noted that NHI's annual donations to WSO and R6 are about \$400 and \$300, respectively and that perhaps the \$500 in question should be split between the two. Pat S. expressed the opinion that R6 might have greater need and so she favored sending the entire amount to R6. Doreen asked what was wrong with keeping the \$500 in the "future rent" fund. Elaine responded that the money had been sitting there for a long time, that there was also \$3000 in the "Prudent Reserve", and that non-profit organizations should avoid retaining excess cash.

Motion: Pat S. *moved* that the \$500 which has been held for "future rent" be donated to Region Six. Doreen *seconded* the motion. **Amendment:** Eileen offered an amendment to split the \$500 evenly between donations to R6 and WSO.

Sue *seconded* the amendment. **Vote:** The *amendment failed to pass* with a majority show of hands in opposition.

Vote: The *original motion passed* by a majority show of hands.

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Committee Business:

Retreat Update: Cheryl L. announced that recent donations to the Retreat Scholarship Fund were sufficient to award scholarships to all (three) who had applied. She expressed the committee's gratitude to the OA groups who had donated to the fund. Regarding planning for the 2017 retreat, Cheryl said her committee is communicating with the Barbara Harris Convention Center (BHCC) about possibly holding the retreat in the Spring or Fall as alternatives to the current January time slot (see [here for background](#)). She indicated that, although the BHCC had not produced an official list of choices yet, her impression was that many dates were possible. She said the BHCC required a commitment by the end of January and that a list of dates would be forthcoming so that NHI could vote on the 2017 retreat schedule at the January 3 business meeting. Cheryl said she was going to collect and report on the preferences of 2016 participants by the January meeting. Pat S. noted that the retreat schedule should avoid any conflict with Unity Day (the last Saturday in February), which draws participants from several intergroups in the region. Dorothy asked two questions: 1) Is there a list of dates being considered that could be taken to the local groups for comment? 2) Is any consideration being given to holding more than one retreat? Cheryl's responses were respectively: 1) Specific dates for 2017 are not available yet, but extrapolating from 2016 experience, there should be many to choose from; and 2) The committee had given some thought to offering an additional one-day retreat, but in the end, it was thought that this was really the domain of workshops rather than retreats. She said it's likely that the 2017 retreat will be open to some number of day-time only participants.

PI/PO Lifeline Proposal: Eileen introduced a proposal to award, each month, a year's subscription (\$23 value) for Lifeline magazine to a local medical professional office for the patient waiting room. She said she hoped to launch the project immediately, using the PI/PO budget to get started. In discussion that followed, Doreen, and others sought assurance that PI/PO would secure approval from the office before entering that office in a drawing, in order to assure that the magazine would be welcome in their waiting room. Elaine, Cheryl and Pat S. stated their preference that the General Fund Surplus Usage Committee should consider this project in the larger context of their charter, since this is a new outreach effort which will ultimately cost more than the PI/PO budget. Pat affirmed Doreen's earlier point that there needed to be guidelines as to how to approach the medical community to secure their buy in. Discussion ended with Elaine suggesting that this proposal might be one of the first projects considered by the surplus committee.

Workshops | Unity Day: Pat S. announced that, pursuant to interest indicated at the November business meeting, she has committed NHI to hosting Unity Day this year (Feb 27, 2016). For the convenience of other intergroups who will be participating, she is looking for a place to hold the event in the Manchester / Nashua / Salem region of the state, and would welcome suggestions. She said expected turnout is around 60 people.

Web Site: Elaine announced that work on the NHI web site overhaul is continuing. She said Barbara has indicated that switch over to the new site is imminent, but that Barbara is conferring with IT security experts regarding the security of the new site.

NHI Business:

Fragrance Free Meetings: Elaine mentioned that the NHI Answering Service had received a call from an OA member who wanted to be able to designate meetings as "Fragrance Free," perhaps by adding this tag to their meeting list entry. The caller claimed that a number of meetings in Massachusetts used this designation. She said this item will likely appear on a future agenda.

Job Descriptions Update: Elaine said that Jeanne is updating the NHI Job Descriptions document base on the information collected by Sue.

By Laws Update: Elaine announced that the By Laws document now reflects the changes adopted at the October business meeting, and the updated document is posted on the web site ([here](#)).

CLOSING:

Motion: Cheryl *moved* to close the meeting. Pat G. *seconded* the motion. The motion *passed* by unanimous show of hands. Elaine closed the meeting by leading a recitation of the serenity prayer. 3:30 PM.

NEXT MEETING: Sunday, January 3, 2016

Respectfully submitted by Peter Lewis, Secretary.